



2011-13 Biennium Budget Proposal

September 13, 2010



Washington State Department of
Early Learning

STATE OF WASHINGTON



DEPARTMENT OF EARLY LEARNING

649 Woodland Square Loop SE, PO Box 40970 • Lacey, Washington 98504-0970 • (360) 725-4665

September 15, 2010

Marty Brown, Director
Washington State Office of Financial Management
P.O. Box 43113
Olympia, WA 98504-3113

Dear Mr. Brown:

I am pleased to present the Department of Early Learning's (DEL) 2011-2013 biennial budget. I recognize that we are entering into another very tough budget year and concerned about requesting funds in a time when state dollars are very tight. Consequently, DEL, in partnership with the Office of Superintendent of Public Instruction (OSPI), is submitting one critical request: Washington Kindergarten Inventory of Developing Skills (WaKIDS).

DEL was charged with creating a statewide early learning system that supports school readiness for all children. Currently, Washington has no consistent, statewide information about a child's development or learning until 3rd grade. Research shows that this is too late in a child's education to deliver cost-effective interventions.

DEL, OSPI, and Thrive by Five Washington are currently piloting a kindergarten readiness assessment in 54 school districts to 3,000 children statewide. This proposal will expand the voluntary pilot project by phasing in WaKIDS to a portion of the 219 highest-poverty schools that receive state-funded full-day kindergarten and continuing to serve the 120 classrooms served in 2010-11 that wish to continue. In addition, other schools/school districts may voluntarily participate in WaKIDS by using district Title I or other local monies.

At DEL, we work every day to help Washington children realize their full potential. This budget will move us in that direction. Thank you for your consideration of this budget.

Sincerely,

Elizabeth M. Hyde, Ph.D.
Director

TAB A
Agency Information



Washington State Department of Early Learning

2011-2013 Budget Agency Description

Vision

The Department of Early Learning envisions world-class early learning opportunities for all of Washington's youngest learners, so all children enter kindergarten with a solid foundation for success in school and life.

Mission

The Department of Early Learning develops, implements, and provides system oversight to early learning policy and programs that create safe, healthy, nurturing learning environments for all Washington children.

Agency Description

The Department of Early Learning (DEL) is a Cabinet-level agency created in 2006 (House Bill 2964) as part of the recommendations of Washington Learns, an effort led by Governor Chris Gregoire to build a world-class, learner-focused, seamless education system in Washington. Emergent brain research and economic studies have shown that investing in early childhood education promotes the best possible outcomes for children, families and the economy.

As the first Cabinet-level agency solely focused on early learning, DEL's creation brought visibility and focus to the issue, placing Washington at the forefront of the nation and positioning our state to become a model for how to support school readiness.

Four Strategic Goals:

1. Partner with and Inform Parents, Families and Communities about Early Learning
2. Provide High Quality, Safe and Healthy Early Care and Education Opportunities for All Children
3. Promote Excellence and Hold System Accountable for Results
4. Support Early Learning Professionals with Professional Development and Technical Assistance

Among our responsibilities at DEL:

- We license and monitor some 7,600 child care facilities (centers, family homes and school-age programs). These facilities have the capacity to care for more than 180,000 children. Our licensing staff work with child care providers to support them in offering safe, healthy and nurturing environments.
- We oversee the Early Childhood Education and Assistance Program (ECEAP), our state's preschool program designed to help low-income and at-risk children and their families succeed in school and life.
- We set policy for the Working Connections Child Care subsidy program, which helps families pay for child care while they work, look for work or are in job training activities.
- We oversee the Early Support for Infants and Toddlers (ESIT) program, which provides services for children birth to 3 who have disabilities and/or developmental delays. Eligible infants and toddlers and their families in Washington are entitled to individualized, quality early intervention services in accordance with the federal Individuals with Disabilities Education Act (IDEA), Part C.
- Along with our partners at the Office of Superintendent of Public Instruction and Thrive by Five Washington, we are piloting a kindergarten readiness assessment process in fall 2010 (Washington Kindergarten Inventory of Developing Skills, or WaKIDS).
- DEL and Thrive by Five Washington are piloting Seeds to Success, our state's quality rating and improvement system, in five communities around the state.



Washington State Department of Early Learning

2011-2013 Budget Program Descriptions

- **Administration is comprised of the Executive and Administrative Offices**

- **Executive Team**

Director's Office

The Director's Office sets agency vision and direction for programs, policy and operations.

Deputy Director

The Deputy Director oversees DEL's programs and policies, including subsidy policy, child care licensing, Early Childhood Education and Assistance Program (ECEAP) and Early Support for Infants and Toddlers (ESIT).

Senior Policy Advisor

The Senior Policy Advisor is DEL's liaison to the Legislature, Tribal Nations, and the federal government.

Communications Manager

The Communications Manager handles media relations, website content, internal and external communications needs, public records fulfillment, publications production and other efforts to build public awareness.

Information Technology Office

The information technology (IT) team oversees data management and technology support for staff. IT staff are responsible for ensuring IT investments and systems align with DEL's vision and business goals.

Financial Services Office

DEL's finance team is responsible for developing the department's budget, allotments, and fiscal notes; processing payroll, vendor payments, cost allocation, and travel reimbursements; and writing and tracking contracts.

Human Resources Office

The human resources team plans, coordinates, and directs all human resource functions and services supporting DEL, leading work on both the immediate and strategic human resources needs of the agency and management of DEL's facilities around the state.

- **Program Divisions**

- **Licensing Oversight Division**

- This Licensing Oversight Division works to ensure that all aspects of child care licensing policy are aligned and promote quality child care opportunities for children and families. This includes licensing policy and procedure; negotiated rule making; subsidy policy; the collective bargaining agreement between the state and licensed family home child care providers; and provides oversight responsibility for federal child care funds that support subsidies, child care training and licensing (Child Care and Development Fund Grant).

- **Partnership and Collaboration Division**

- The Partnership and Collaboration Division ensures DEL offers programs and services that support healthy child development in any setting. The Division includes the Early Childhood Education and Assistance Program (ECEAP); Head Start State Collaboration Office (HSSCO); Early Support for Infant and Toddlers program (ESIT, formerly the Infant Toddler Early Intervention Program); Home Visitation Program and parent liaison.

- The Division also works to build systems and strengthen collaborations on early learning issues such as Head Start (through the Head Start State Collaboration project) and alignment with the K-12 system.

- **Outcomes and Accountability Division**

- The Outcomes and Accountability Division focuses on ensuring that DEL programs positively impact school readiness for children, families, schools and communities—and that DEL has the child outcome data to prove it. Additional responsibilities include overseeing kindergarten readiness policy implementation and DEL's part in implementing the statewide Early Learning Plan and the Seeds to Success quality rating and improvement system partnership with Thrive by Five Washington. The Division Assistant Director serves as a liaison to the Early Learning Advisory Council

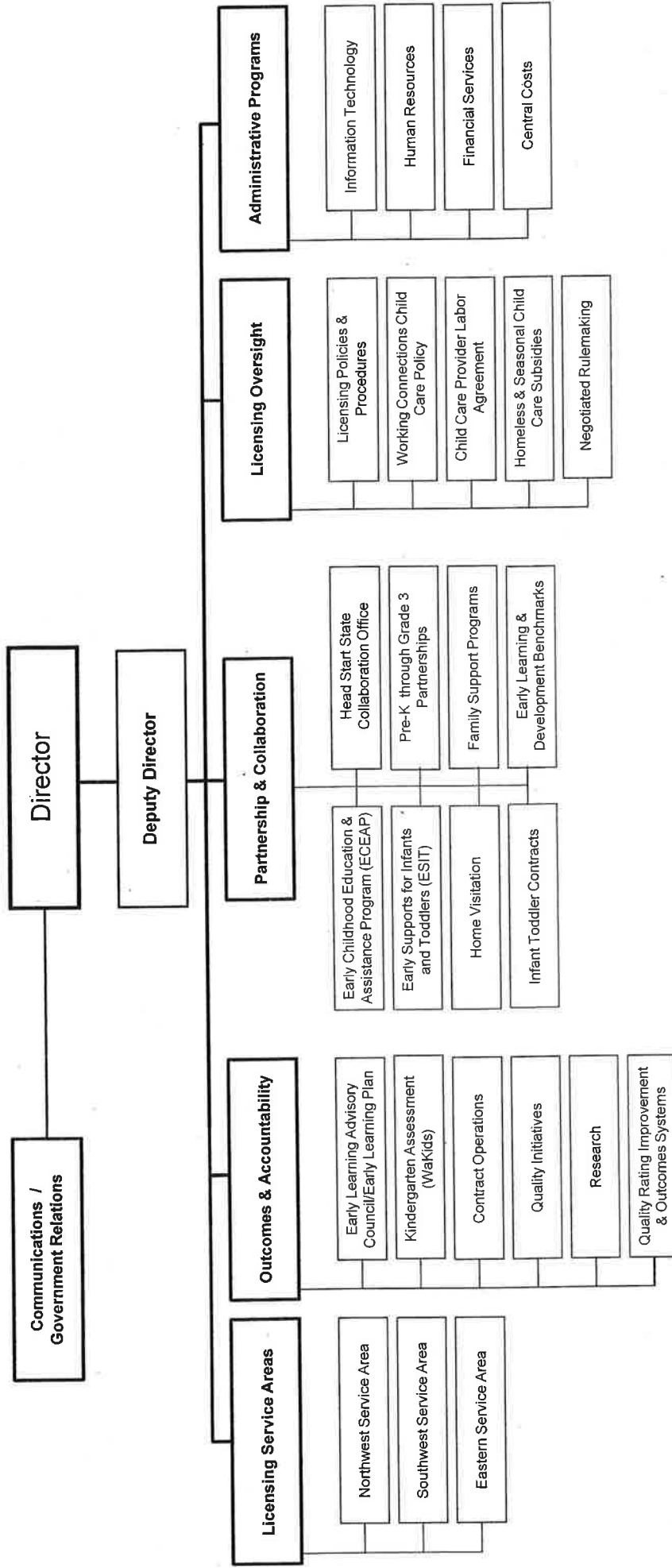
- **Licensing Offices**

- DEL has three service areas that oversee child care licensing around the state. DEL licenses child care centers, family home child care providers and school-age programs. DEL Service Area Managers and licensing staff also serve as DEL representatives on various community early learning initiatives and groups as part of DEL's work to build a cohesive statewide early learning system.

- **Subsidies**

- Washington State child care subsidy program pays for licensed child care, certified child care, out of state providers who meet their state's licensing requirements, and contracted seasonal day camps. Working Connections Child Care (WCCC) and Seasonal Child Care are the only programs that pay for contracted seasonal day camps. Some programs pay for child care provided in the child's home or care provided by a relative in the relative's home. Families choose their own child care provider.

Department of Early Learning



September 2010

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

357 - Department of Early Learning

A001 Agency Operations/Administration

The administration and management of the department includes governance, executive management, fiscal operations, information technology, data management, human resources, communications and outreach, government relations, and tort costs.

Program 010 - Administration

Account	FY 2012	FY 2013	Biennial Total
FTE			
996-Z Other	28.0	28.0	28.0
001-1 State	2.0	2.0	2.0
FTE Total	30.0	30.0	30.0
001 General Fund			
001-1 State	\$5,720,134	\$5,720,515	\$11,440,649
001-2 Federal	\$4,624,249	\$4,468,196	\$9,092,445
001 Account Total	\$10,344,383	\$10,188,711	\$20,533,094

Statewide Result Area: Provide meaningful early childhood education from birth to 5 years of age

Statewide Strategy: Support early education and learning

Expected Results

Leadership demonstrates competency managing programs and is accountable to the public.

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

001666 Number of external unique visits to DEL's website			
Biennium	Period	Actual	Target
2011-13	Q8		55,000
	Q7		55,000
	Q6		55,000
	Q5		55,000
	Q4		55,000
	Q3		55,000
	Q2		55,000
	Q1		55,000
2009-11	Q8		55,000
	Q7		55,000
	Q6		55,000
	Q5		55,000
	Q4	54,670	
	Q3	50,751	
	Q2	41,940	
	Q1	49,386	
2007-09	Q8	48,548	
	Q7	53,222	
	Q6	45,247	
	Q5	50,122	
	Q4	39,252	
	Q3		
	Q2		
	Q1		
Performance Measure Status: Approved			

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

001665 Number of parents served through Child Care Check			
Biennium	Period	Actual	Target
2011-13	Q8		7,000
	Q7		7,000
	Q6		7,000
	Q5		7,000
	Q4		7,000
	Q3		7,000
	Q2		7,000
	Q1		7,000
2009-11	Q8		7,000
	Q7		7,000
	Q6		7,000
	Q5		7,000
	Q4		
	Q3		
	Q2	4,935	
	Q1		
Performance Measure Status: Approved			

001664 Number of public outreach meetings			
Biennium	Period	Actual	Target
2011-13	Q8		10
	Q7		10
	Q6		10
	Q5		10
	Q4		10
	Q3		10
	Q2		10
	Q1		10
2009-11	Q8		10
	Q7		10
	Q6		10
	Q5		10
	Q4	16	
	Q3	10	
	Q2	3	
	Q1	7	
Performance Measure Status: Approved			

001742 Percentage of strict compliance with public records requests			
Biennium	Period	Actual	Target
2011-13	Q8		93%
	Q7		93%
	Q6		93%
	Q5		93%
	Q4		93%
	Q3		93%
	Q2		93%
	Q1		93%
2009-11	Q8		93%
	Q7		93%
	Q6		93%
	Q5		93%
	Q4	94%	
	Q3	95%	
	Q2	98%	
	Q1	96%	
2007-09	Q8	97%	
	Q7	95%	
	Q6	96%	
	Q5	93%	
	Q4	94%	
	Q3	71%	
	Q2		
	Q1		
Performance Measure Status: Approved			

A002 Child Care Licensing

Licensing regulations are focused on the safety and health requirements that serve as the foundation from which quality learning opportunities can be built. The Department of Early Learning is responsible for licensing over 7,700 child care homes and centers providing child care for 180,000 children.

Licensing staff offer orientations for providers, process background checks, inspect, issue licenses and monitor facilities, complete complaint inspections, and take corrective action as necessary.

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

Program 060 - Licensing Service Area

Account	FY 2012	FY 2013	Biennial Total
FTE			
996-Z Other	133.7	133.7	133.7
001 General Fund			
001-2 Federal	\$11,908,564	\$11,898,330	\$23,806,894

Statewide Result Area: Provide meaningful early childhood education from birth to 5 years of age

Statewide Strategy: Provide support services to families

Expected Results

A safe and healthy environment for all children in child care settings

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

001399 Percent of licensed homes and centers that will be monitored within the timeframe required by the Department of Early Learning's agency policy.			
Biennium	Period	Actual	Target
2011-13	Q8		85%
	Q7		85%
	Q6		85%
	Q5		85%
	Q4		85%
	Q3		85%
	Q2		85%
	Q1		85%
2009-11	Q8		85%
	Q7		85%
	Q6		85%
	Q5		85%
	Q4		
	Q3	54%	
	Q2	58%	
	Q1	65%	
2007-09	Q8	44%	
	Q7	52%	
	Q6	66%	
	Q5	69%	
	Q4	71%	
	Q3	71%	
	Q2	66%	
	Q1	67%	
Performance Measure Status: Approved			

A003 Child Care and Early Learning Quality Initiatives

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

The Department of Early Learning develops and implements programs and activities that provide comprehensive consumer education to parents and the public, increase parental choice, research and evaluation, and improve the quality and availability of early education opportunities. These initiatives include: piloting a quality rating improvement system that supports and incentivizes increased quality in family home and center-based early learning and school-age settings, resource and referral support for parents, professional development opportunities (training, coaching, and higher education), and registry for providers, and other quality improvement activities, including:

- Washington Scholarships
- Child Care Resource and Referral
- Building Bridges
- Career and Wage Ladder
- Seeds to Success
- Managed Education Registry Information Tool,
- Partnering with the Department of Health's CHILD Profile to send information to all new parents in Washington about choosing quality child care.

Program 020 - Family Partnerships

Account	FY 2012	FY 2013	Biennial Total
FTE			
996-Z Other	5.9	6.0	6.0
001-1 State	0.4	0.0	0.2
FTE Total	6.3	6.0	6.2
001 General Fund			
001-1 State	\$2,912,534	\$2,888,582	\$5,801,116
001-2 Federal	\$7,335,773	\$7,504,531	\$14,840,304
001 Account Total	\$10,248,307	\$10,393,113	\$20,641,420

Program 030 - Children's Programs

Account	FY 2012	FY 2013	Biennial Total
FTE			
996-Z Other	2.5	2.5	2.5
001 General Fund			
001-1 State	\$45,040	\$45,039	\$90,079
001-2 Federal	\$1,928,918	\$1,949,864	\$3,878,782
001 Account Total	\$1,973,958	\$1,994,903	\$3,968,861

Program 050 - Provider Partnerships

Account	FY 2012	FY 2013	Biennial Total
FTE			
996-Z Other	14.0	14.0	14.0
001-1 State	1.0	1.0	1.0
FTE Total	15.0	15.0	15.0
001 General Fund			
001-1 State	\$1,994,864	\$1,993,409	\$3,988,273
001-2 Federal	\$9,551,684	\$9,578,792	\$19,130,476
001 Account Total	\$11,546,548	\$11,572,201	\$23,118,749

Statewide Result Area: **Provide meaningful early childhood education from birth to 5 years of age**

Statewide Strategy: **Support early education and learning**

Expected Results

High-quality early learning environments for all children, whereby providers are supported with professional development and parents are informed to support their child's development.

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

001667 Number of early learning providers enrolled in DEL's WA Scholarship program			
Biennium	Period	Actual	Target
2011-13	Q8		275
	Q7		265
	Q6		240
	Q5		150
	Q4		275
	Q3		265
	Q2		240
	Q1		150
2009-11	Q8		275
	Q7		265
	Q6		240
	Q5		150
	Q4		
	Q3	243	
	Q2	257	
	Q1	143	
Performance Measure Status: Approved			

001668 Number of early learning providers who receive a degree or credential as a result of the Department of Early Learning's Washington Scholarship program.			
Biennium	Period	Actual	Target
2011-13	A3		60
	A2		60
2009-11	A3		60
	A2		
2007-09	A3	75	
	A2	53	
Performance Measure Status: Approved			

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

001669 Percentage of early learning providers enrolled in Washington Scholarship program who received a degree or credential.			
Biennium	Period	Actual	Target
2011-13	A3		6.5%
	A2		6.5%
2009-11	A3		6.5%
	A2		
2007-09	A3	8.8%	
	A2	6%	
Performance Measure Status: Approved			

A004 Child Care Subsidies

The Working Connections Child Care program provides child care subsidy payments to Temporary Assistance for Needy Families (TANF) consumers, WorkFirst participants, and low-income working families to help pay for child care costs.

The Department of Early Learning is responsible for oversight and policy for the working connections subsidy program, and contracts for Seasonal Child Care subsidies which provide agricultural workers assistance with child care costs; and Homeless Child Care programs which support homeless families to stabilize their housing and work situations. The Department is responsible for writing rules and interpreting regulations for its programs, and administers the collective bargaining agreement with family homes.

Program 070 - Working Connections Child Care Subsidy

Account	FY 2012	FY 2013	Biennial Total
001 General Fund			
001-2 Federal	\$76,844,812	\$76,737,287	\$153,582,099

Statewide Result Area: Provide meaningful early childhood education from birth to 5 years of age

Statewide Strategy: Provide support services to families

Expected Results

Safe, healthy environments and continuity of care that supports child development for Washington's most vulnerable families.

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

001671 Number of children served by Seasonal Child Care subsidies			
Biennium	Period	Actual	Target
2011-13	Q8		3,883
	Q7		2,323
	Q6		4,653
	Q5		7,884
	Q4		3,883
	Q3		2,323
	Q2		4,653
	Q1		7,884
2009-11	Q8		3,883
	Q7		2,323
	Q6		4,653
	Q5		7,884
	Q4	4,699	
	Q3	2,276	
	Q2	4,125	
	Q1	7,062	
2007-09	Q8	3,067	
	Q7	2,369	
	Q6	5,181	
	Q5	8,706	
	Q4	5,826	
	Q3	2,493	
	Q2	3,739	
	Q1	7,194	
Performance Measure Status: Approved			

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

001670 Number of children served by the Homeless Child Care program			
Biennium	Period	Actual	Target
2011-13	Q8		150
	Q7		150
	Q6		150
	Q5		150
	Q4		150
	Q3		150
	Q2		150
	Q1		150
2009-11	Q8		150
	Q7		150
	Q6		150
	Q5		150
	Q4		
	Q3	154	
	Q2	150	
	Q1	152	
Performance Measure Status: Approved			

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

001412 Number of children served in the Working Connections Child Care program.			
Biennium	Period	Actual	Target
2011-13	Q8		65,000
	Q7		65,000
	Q6		65,000
	Q5		65,000
	Q4		65,000
	Q3		65,000
	Q2		65,000
	Q1		65,000
2009-11	Q8		65,000
	Q7		65,000
	Q6		65,000
	Q5		65,000
	Q4	76,436	
	Q3	72,481	
	Q2	73,981	
	Q1	78,164	
2007-09	Q8	75,454	
	Q7	68,913	
	Q6	74,657	
	Q5	74,402	
	Q4	72,282	
	Q3	67,505	
	Q2	68,296	
	Q1	74,002	
Performance Measure Status: Approved			

A005 Early Learning Programs

The Early Childhood Education and Assistance Program (ECEAP) is a comprehensive school readiness program serving low-income and at-risk three- and four-year-old children and their families. ECEAP services address the many factors that affect a child's development and learning ability, including preschool education, health services coordination, nutrition, and family support.

The Early Support for Infants and Toddlers program provides services for infants and toddlers, birth to three, who have disabilities and/or developmental delays. Eligible infants and toddlers and their families in Washington State are entitled to individualized, quality early intervention services in accordance with the Individuals with Disabilities Education Act (IDEA), Part C.

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

Program 030 - Children's Programs

Account	FY 2012	FY 2013	Biennial Total
FTE			
001-1 State	10.0	10.0	10.0
001 General Fund			
001-1 State	\$17,379,045	\$17,379,044	\$34,758,089
001-8 Federal Stimulus	\$585,000	\$422,000	\$1,007,000
001 Account Total	\$17,964,045	\$17,801,044	\$35,765,089
17F WA Opportunity Pathways Account			
17F-1 State	\$40,000,000	\$40,000,000	\$80,000,000

Program 080 - Early Support for Infants and Toddlers

Account	FY 2012	FY 2013	Biennial Total
FTE			
996-Z Other	15.2	15.2	15.2
001 General Fund			
001-2 Federal	\$8,649,000	\$8,649,000	\$17,298,000
001-8 Federal Stimulus	\$1,000,000	\$0	\$1,000,000
001 Account Total	\$9,649,000	\$8,649,000	\$18,298,000

Statewide Result Area: Provide meaningful early childhood education from birth to 5 years of age

Statewide Strategy: Support early education and learning

Expected Results

Children arrive at kindergarten ready to succeed. Higher achievement is demonstrated in elementary, middle, and high school.

001674 Percentage of ECEAP children who increase social-emotional skills between autumn and spring			
Biennium	Period	Actual	Target
2011-13	A3		22%
	A2		22%
2009-11	A3		22%
	A2	21.9%	
2007-09	A3	22.1%	
	A2		
Performance Measure Status: Approved			

Appropriation Period: 2011-13 Activity Version: 01 - Biennial Agency Submission

001675 Percentage of ECEAP children with up-to-date well child exams			
Biennium	Period	Actual	Target
2011-13	A3		95%
	A2		95%
2009-11	A3		95%
	A2	95.5%	
Performance Measure Status: Approved			

001673 Percentage of ECEAP slots that are fully enrolled.			
Biennium	Period	Actual	Target
2011-13	Q8		100%
	Q7		100%
	Q6		100%
	Q5		100%
	Q4		100%
	Q3		100%
	Q2		100%
	Q1		100%
2009-11	Q8		100%
	Q7		100%
	Q6		100%
	Q5		100%
	Q4	98%	
	Q3	102%	
	Q2	101%	
	Q1		
Performance Measure Status: Approved			

Grand Total

	FY 2012	FY 2013	Biennial Total
FTE's	212.7	212.4	212.6
GFS	\$28,051,617	\$28,026,589	\$56,078,206
Other	\$162,428,000	\$161,208,000	\$323,636,000
Total	\$190,479,617	\$189,234,589	\$379,714,206

2011-2013 Budget

Activity Indirect Cost Allocation Approach

Allocation Method Description: Total indirect costs are allocated to each activity based on the number of FTEs in each activity.

	% Allocation Received	Dollars Allocated FY 2010	Dollars Allocated FY 2011*	Total Allocated
A001 - Agency Operations/Administration	13.7%	775,106	835,450	1,610,555
A002 - Child Care Licensing	64.0%	3,631,573	3,914,302	7,545,876
A003 - Child Care & Early Learning Quality Initiatives	8.9%	503,139	542,310	1,045,448
A004 - Child Care Subsidies and Policy	2.9%	163,180	175,884	339,064
A005 - Early Learning Programs	10.6%	598,327	644,909	1,243,236
Total	100.0%	5,671,325	6,112,855	11,784,179

* Estimated for FY 2011

TAB B

Recommendation Summary

Recommendation Summary

Agency: 357 Department of Early Learning

11:15:24AM

9/15/2010

Dollars in Thousands

	Annual Average FTEs	General Fund State	Other Funds	Total Funds
2009-11 Current Biennium Total	201.6	81,641	305,305	386,946
CL 01 Negotiated Rule Making		(50)		(50)
CL 02 Child Care Federal Stimulus			(19,901)	(19,901)
CL 03 Reduction to Operations/Staff		(23)		(23)
CL 04 Infant/Toddler Care			(1,600)	(1,600)
CL 05 Kindergarten Readiness		(100)		(100)
CL 06 Head Start and ECEAP		2,493		2,493
CL 07 Early Learning Basic Education	(0.5)	(71)		(71)
CL 08 Read Out Loud		(150)		(150)
CL 09 Thrive By Five Program		100		100
CL 10 Infant and Toddler Program Transfer	9.4		55	55
CL 12 Adjust Year Split				
CL 13 Opportunity Pathways		(40,000)	40,000	
CL 1A Child Care R&R Stimulus		850	(850)	
CL 1B Child Care R&R supplemental cut		(212)		(212)
CL 1C Career & Wage stimulus		1,500	(1,500)	
CL 1D Parent Family & Caregiver				
CL 1F Quality Rating Improvement System			(1,000)	(1,000)
CL ZB Biennialize Health Insurance Rate		54	220	274
CL ZD Restore Temporary Layoffs		35	452	487
Total Carry Forward Level	210.4	46,067	321,181	367,248
Percent Change from Current Biennium	4.4%	(43.6)%	5.2%	(5.1)%
M1 90 Maintenance Level Revenue				
M1 AR Federal Expenditure Adjustment			2,455	2,455
M1 BE Continue Funding SSB 6759	0.2	25		25
M1 HV Maintain Home Visitation Funding		400		400
M1 RL Reach Out and Read		300		300
Carry Forward plus Workload Changes	210.6	46,792	323,636	370,428
Percent Change from Current Biennium	4.5%	(42.7)%	6.0%	(4.3)%
M2 9X Self Insurance Premium		5,991		5,991
M2 BA Balance FTE and General Fund-State				
Total Maintenance Level	210.6	52,783	323,636	376,419
Percent Change from Current Biennium	4.5%	(35.3)%	6.0%	(2.7)%
PL RK WaKIDS: Kindergarten Assessment	2.0	3,295		3,295

Recommendation Summary**Agency: 357**

11:15:24AM

9/15/2010

Dollars in Thousands

	Annual Average FTEs	General Fund State	Other Funds	Total Funds
Subtotal - Performance Level Changes	2.0	3,295		3,295
2011-13 Total Proposed Budget	212.6	56,078	323,636	379,714
Percent Change from Current Biennium	5.5%	(31.3)%	6.0%	(1.9)%

Recommendation Summary

Agency: 357

11:15:24AM

9/15/2010

Dollars in Thousands

Annual Average
FTEsGeneral
Fund State

Other Funds

Total Funds

M1 AR Federal Expenditure Adjustment

The Department of Early Learning (DEL) requests \$448,000 additional general fund-federal base funding authority and \$2,007,000 American Recovery and Reinvestment Act (ARRA) funding authority in Biennium 2011-13

M1 BE Continue Funding SSB 6759

This request seeks necessary funding to continue implementation of Substitute Senate Bill, 6759 - regarding early learning basic education - appropriated in the 2010 supplemental operating budget. The request is for \$24,628 in fiscal year 2012.

M1 HV Maintain Home Visitation Funding

This request seeks to maintain \$200,000 in funding for contracts for home visitation appropriated in the 2010 supplemental operating budget for fiscal year 2011. This request is to continue the appropriation each fiscal year in Biennium 2011-13.

M1 RL Reach Out and Read

This request seeks to maintain \$150,000 in Reach Out and Read funding that was appropriated in the 2010 supplemental operating budget for fiscal year 2011. This request is to continue the \$150,000 appropriation for each fiscal year in Biennium 2011-13.

M2 9X Self Insurance Premium

The Department of Early Learning (DEL) requests \$5,991,310 general fund-state in the 2011-2013 Biennium for the Self Insurance Premium per the Office of Financial Management (OFM). This decision package contributes to the agency's strategic plan by limiting and avoiding risk and adverse liability while carrying out its mission.

Increase of \$2,995,655 per year

M2 BA Balance FTE and General Fund-State

The DEL 2011-13 carry forward level FTE authorization shows 213.8 for fiscal year 2012 and 207.0 for fiscal year 2013. This is a request to equalize the fiscal year authorization at 210.4 in each fiscal year at maintenance level, by subtracting 3.4 FTE from the 2012 authorization and adding 3.4 FTE to the 2013 authorization. This request also balances general fund-state dollars between fiscal years by subtracting \$134,500 from fiscal year 2012 and adding \$134,500 to fiscal year 2013.

PL RK WaKIDS: Kindergarten Assessment

Recommendation Summary**Agency:** 357

11:15:24AM

9/15/2010

Dollars in Thousands

**Annual Average
FTEs****General
Fund State****Other Funds****Total Funds**

The Department of Early Learning (DEL) was charged with creating a statewide early learning system that supports school readiness for all children. Currently, Washington has no consistent, statewide information about a child's development or learning until third grade. Research shows that this is too late in a child's education to deliver cost-effective interventions.

The Washington Kindergarten Inventory of Developing Skills (WaKIDS) is currently being piloted in 54 school districts to 3,000 incoming kindergarten students statewide by DEL and the Office of Superintendent of Public Instruction (OSPI). This proposal will expand the voluntary pilot project by 1) phasing in WaKIDS to a portion of the 219 highest-poverty schools that receive state-funded full-day kindergarten and 2) continuing to serve the 120 classrooms served in 2010-11 that wish to continue to participate in WaKIDS. In addition, other schools/school districts may voluntarily participate in WaKIDS by using district Title I or other local monies.

2011-13 Agency Budget Levels by Program

9/15/2010
11:15:49AM

Agency: 357 Department of Early Learning

Dollars in Thousands

	Current Biennium		Carry Forward Level		Maintenance Level		Performance Level	
	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2
Program: 010 Administration								
FTEs	30.0	30.0	30.0	30.0	30.0	30.0	30.0	30.0
FTEs-Annual Average		30.0		30.0		30.0		30.0
Fund - Appropriation Type								
001-1 General Fund - Basic Account-State	2,374	3,068	2,510	2,940	5,720	5,721	5,720	5,721
001-2 General Fund - Basic Account-Federal	4,562	4,372	4,625	4,468	4,625	4,468	4,625	4,468
Total All Funds - Program 010	6,936	7,440	7,135	7,408	10,345	10,189	10,345	10,189
Biennial Total All Funds - Program 010		14,376		14,543		20,534		20,534
Program: 020 Family Partnership								
FTEs	5.7	7.0	5.7	6.0	6.3	6.0	6.3	6.0
FTEs-Annual Average		6.4		5.9		6.2		6.2
Fund - Appropriation Type								
001-1 General Fund - Basic Account-State	1,274	1,760	2,538	2,538	2,913	2,888	2,913	2,888
001-2 General Fund - Basic Account-Federal	7,329	7,487	7,336	7,505	7,336	7,505	7,336	7,505
001-8 General Fund - Basic Account-Federal Stimulus	2,044	2,044						
Total All Funds - Program 020	10,647	11,291	9,874	10,043	10,249	10,393	10,249	10,393
Biennial Total All Funds - Program 020		21,938		19,917		20,642		20,642
Program: 030 Children's Program								
FTEs	10.5	10.5	10.5	10.5	10.5	10.5	12.5	12.5
FTEs-Annual Average		10.5		10.5		10.5		12.5
Fund - Appropriation Type								
001-1 General Fund - Basic Account-State	54,670	14,462	15,778	15,774	15,768	15,784	17,424	17,423
001-2 General Fund - Basic Account-Federal	1,927	1,923	1,929	1,950	1,929	1,950	1,929	1,950
001-8 General Fund - Basic Account-Federal Stimulus	800	800			585	422	585	422
17F-1 WA Opportunity Pathways Account-State		40,000	40,000	40,000	40,000	40,000	40,000	40,000
Total All Funds - Program 030	57,397	57,185	57,707	57,724	58,282	58,156	59,938	59,795
Biennial Total All Funds - Program 030		114,582		115,431		116,438		119,733

2011-13 Agency Budget Levels by Program

Agency: 357 Department of Early Learning

9/15/2010

Dollars in Thousands

11:15:49AM

	Current Biennium		Carry Forward Level		Maintenance Level		Performance Level	
	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2
Program: 050 Provider Partnerships								
FTEs	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0
FTEs-Annual Average	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0
Fund - Appropriation Type								
001-1 General Fund - Basic Account-State	2,083	1,951	2,334	1,655	1,995	1,994	1,995	1,994
001-2 General Fund - Basic Account-Federal	9,538	9,542	9,552	9,578	9,552	9,578	9,552	9,578
Total All Funds - Program 050	11,621	11,493	11,886	11,233	11,547	11,572	11,547	11,572
Biennial Total All Funds - Program 050		23,114		23,119		23,119		23,119
Program: 060 Licensing Service Areas								
FTEs	133.9	133.5	133.9	133.5	133.7	133.7	133.7	133.7
FTEs-Annual Average	133.9	133.7	133.9	133.7	133.7	133.7	133.7	133.7
Fund - Appropriation Type								
001-2 General Fund - Basic Account-Federal	11,774	11,624	11,909	11,898	11,909	11,898	11,909	11,898
Biennial Total All Funds - Program 060		23,398		23,807		23,807		23,807
Program: 070 Child Care Subsidies								
FTEs	76,845	76,737	76,845	76,737	76,845	76,737	76,845	76,737
FTEs-Annual Average	76,845	76,737	76,845	76,737	76,845	76,737	76,845	76,737
Fund - Appropriation Type								
001-2 General Fund - Basic Account-Federal	19,163	19,163	19,163	19,163	19,163	19,163	19,163	19,163
001-8 General Fund - Basic Account-Federal Stimulus	96,008	96,008	96,008	96,008	96,008	96,008	96,008	96,008
Total All Funds - Program 070		172,745		172,745		172,745		172,745
Biennial Total All Funds - Program 070		172,745		172,745		172,745		172,745

2011-13 Agency Budget Levels by Program

9/15/2010
11:15:49AM

Agency: 357 Department of Early Learning

Dollars in Thousands

Program: 080 ESIT

FTEs

FTEs-Annual Average

Fund - Appropriation Type

001-2 General Fund - Basic Account-Federal

001-8 General Fund - Basic Account-Federal Stimulus

Total All Funds - Program 080

Biennial Total All Funds - Program 080

Agency FTEs

Agency Annual Average FTEs

Agency Totals by Fund

001-1 General Fund - Basic Account-State

001-2 General Fund - Basic Account-Federal

001-8 General Fund - Basic Account-Federal Stimulus

17F-1 WA Opportunity Pathways Account-State

Total All Funds

Biennial Total All Funds

	Current Biennium		Carry Forward Level		Maintenance Level		Performance Level	
	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2
		12.0	18.7	12.0	15.2	15.2	15.2	15.2
		6.0		15.4		15.2		15.2
		8,425	8,425	8,425	8,649	8,649	8,649	8,649
		8,370			1,000	1,000	1,000	
		16,795	8,425	8,425	9,649	8,649	9,649	8,649
		16,795		16,850		18,298		18,298
	195.1	208.0	213.8	207.0	210.7	210.4	212.7	212.4
		201.6		210.4		210.6		212.6
	60,401	21,241	23,160	22,907	26,396	26,387	28,052	28,026
	111,975	120,110	120,621	120,561	120,845	120,785	120,845	120,785
	22,007	11,214			1,585	422	1,585	422
		40,000	40,000	40,000	40,000	40,000	40,000	40,000
	194,383	192,565	183,781	183,468	188,826	187,594	190,482	189,233
		386,948		367,249		376,420		379,715

* Agency totals on the OFM Program Summary may slightly differ from the OFM Recommendation Summary agency totals due to rounding

TAB C

Decision Packages

Agency Maintenance Level Budget Decision Package Summary

Agency **357** **Department of Early Learning**

Budget Period: **2011-13**

Decision Package

Code	Decision Package Title
BE	Continue Funding SSB 6759
HV	Maintain Home Visitation Funding
RL	Reach Out and Read Funds
9X	Self Insurance Premium
AR	Federal Expenditure Adjustment
FT	Balance FTE and General Fund-State

Agency: **357 Department of Early Learning**Decision Package Code/Title: **BE Continue Funding SSB 6759**Budget Period: **2011-13**Budget Level: **M1 - Mandatory Caseload and Enrollment Changes****Recommendation Summary Text:**

This request seeks necessary funding to continue implementation of Substitute Senate Bill 6759 - regarding early learning basic education - appropriated in the 2010 supplemental operating budget. The request is for \$24,628 in fiscal year 2012.

Fiscal Detail

Operating Expenditures	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
001-1 General Fund - Basic Account-State	24,628	0	24,628
Total Cost	24,628		24,628
Staffing	<u>FY 2012</u>	<u>FY 2013</u>	<u>Annual Average</u>
FTEs	.3	.0	.2

Package Description:

In the 2010 supplemental operating budget, the Department of Early Learning (DEL) received appropriations to implement Substitute Senate Bill 6759 concerning early learning basic education. The bill requires the submission of a plan, by November 1, 2011, to the Early Learning Advisory Council and the Quality Education Council that examines the opportunities and barriers to expanding early learning as basic education.

The approved DEL fiscal note for this bill shows estimated expenditure of \$24,628 and 0.25 FTE in fiscal year 2012. This expenditure is necessary to complete the agency's work in assisting the Office of Superintendent of Public Instruction (OSPI) with the technical workgroup formed to develop a recommended comprehensive plan for a voluntary program of early learning.

Narrative Justification and Impact Statement*What specific performance outcomes does the agency expect?*

This position is responsible for managing the workgroup, preparing research analysis and reports, and completing the final report, the legislatively mandated reports required by SB 6759, due to the Quality Education Council and Early Learning Advisory Council in 2011 will not be completed.

Agency: 357 Department of Early Learning
Decision Package Code/Title: BE Continue Funding SSB 6759

Performance Measure Detail**Activity:****Incremental Changes**

No measures submitted for package

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

Yes, this funding will help enhance and clarify preschool standards and preschool-3rd grade alignment and fits within DEL's first strategic goal: Provide High Quality, Safe and Healthy Early Care & Education Opportunities for All Children.

Does this decision package provide essential support to one of the Governor's priorities?

Yes, it supports two priorities:

- Improve student achievement in elementary, middle and high schools
- Improve the security of Washington's vulnerable children and adults

Does this decision package make key contributions to statewide results? Would it rate as a high priority in the Priorities of Government process?

Yes, the final plan is necessary to implement the Governor's wish to "undertake a study of the optimal approach for implementing a voluntary program for early learning." The research, analysis and reporting is vital to completion of this work and cannot be completed within existing resources and/or capacity at DEL or OSPI.

What are the other important connections or impacts related to this proposal?

Without a dedicated staff member to manage the workgroup, prepare research analysis and reports, and complete the final report, the legislatively mandated reports required by SB 6759, due to the Quality Education Council and Early Learning Advisory Council in 2011, will not be completed.

This would have ramifications for other legislation. The intent section of 2SHB 2731 was vetoed by the Governor because "the language in this section presupposes the outcome of the study called for in Senate Bill 6759." Clear recommendations on the questions raised in SB 6759 could potentially impact implementation of 2SHB 2731, scheduled to begin in 2011.

What alternatives were explored by the agency, and why was this alternative chosen?

None. The bill requires a final plan to be delivered to the Quality Education Council on November 1, 2011.

What are the consequences of not funding this package?

Without a dedicated staff member to manage the workgroup, prepare research analysis and reports, and complete the final report, the legislatively mandated reports required by SB 6759, due to the Quality Education Council and Early Learning Advisory Council in 2011 will not be completed.

What is the relationship, if any, to the state's capital budget?

Agency: **357 Department of Early Learning**Decision Package Code/Title: **BE Continue Funding SSB 6759**

None.

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

None.

Expenditure and revenue calculations and assumptions

FTE, Salary and Benefits: 0.25 FTE Program Specialist 5 (PS5) - half-time for 6 months of fiscal year 2012, from July 2011 through December 2011- costing \$21,078 in salary and benefits. The PS5 will continue to assist, support and participate on the working group through submission of the final plan, due by November 1, 2011, and perform any necessary follow-up work through December 2011.

Goods and Services: \$3,250 in FY12 for standard goods and services associated with the PS5 FTE. Standard goods and services, calculated at the rate of \$13,000 per FTE per fiscal year (.25 FTE x 13,000 = \$3,250), include necessary supplies and materials, space and utilities, communications, routine printing and reproduction, routine attorney general services, employee development and training, and mandatory state charges for Department of Personnel and Department of General Administration services.

Travel: \$300 in FY12 for the PS5 to do necessary travel associated to working group participation.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

This is a one-time expenditure in fiscal year 2012.

<u>Object Detail</u>		<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
A	Salaries And Wages	16,605		16,605
B	Employee Benefits	4,473		4,473
E	Goods And Services	3,250		3,250
G	Travel	300		300
Total Objects		24,628		24,628

Agency: **357 Department of Early Learning**Decision Package Code/Title: **HV Maintain Home Visitation Funding**Budget Period: **2011-13**Budget Level: **M1 - Mandatory Caseload and Enrollment Changes****Recommendation Summary Text:**

This request seeks to maintain \$200,000 in funding for contracts for home visitation appropriated in the 2010 supplemental operating budget for fiscal year 2011. This request is to continue the appropriation each fiscal year in Biennium 2011-13.

Fiscal Detail

Operating Expenditures	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
001-1 General Fund - Basic Account-State	200,000	200,000	400,000
Total Cost	200,000	200,000	400,000

Package Description:

In the 2010 supplemental operating budget, a \$300,000 appropriation for fiscal year 2011 was transferred from the Council on Children and Families to the Department of Early Learning (DEL). An additional \$200,000 appropriation for fiscal year 2011 was provided for expenditure into the Home Visiting Services Account for further home visitation contracts with the private-public partnership established in chapter 43.215 RCW (Thrive By Five Washington). The \$300,000 appropriation became part of the agency's carry forward level budget for both fiscal years in Biennium 2011-13, but the \$200,000 appropriation did not.

This request is to continue the additional \$200,000 appropriation for each fiscal year in Biennium 2011-13.

Narrative Justification and Impact Statement*What specific performance outcomes does the agency expect?*

This funding will permit continued implementation of activities specified for the Home Visiting Services Account (HVSA). Specifically, the account is intended to secure non-state public and/or private match funds for the HVSA as described in the 2010 supplemental budget proviso. The funds will result in 1) the establishment of a home visiting funding strategy for WA; 2) implementation of home visiting services as identified through a competitive bid process; 3) provision of technical assistance and quality assurance services; and 4) evaluation of home visiting services.

State of Washington
Decision Package

FINAL

Agency: **357 Department of Early Learning**

Decision Package Code/Title: **HV Maintain Home Visitation Funding**

Performance Measure Detail

Activity:

Incremental Changes

No measures submitted for package

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

Yes, home visitation promotes healthy child development and parent support and fits within DEL's first and second strategic goals:
 -- Provide high quality, safe and healthy early care and education opportunities for all children.
 -- Partner with and inform parents, families and communities about early learning.

Does this decision package provide essential support to one of the Governor's priorities?

Yes, it supports two priorities:
 -- Improve student achievement in elementary, middle and high schools.
 -- Improve the security of Washington's vulnerable children and adults.

Does this decision package make key contributions to statewide results? Would it rate as a high priority in the Priorities of Government process?

Yes, home visitation programs have a proven return on investment and increase school readiness.

What are the other important connections or impacts related to this proposal?

DEL partners with Thrive by Five Washington to administer the Home Visiting Services Account. Thrive by Five Washington leverages public dollars to raise additional private home visitation funding. All public dollars are currently matched.

The Home Visiting Services Account had support from a wide range of early learning advocates in the 2010 Legislative Session.

What alternatives were explored by the agency, and why was this alternative chosen?

DEL was legislatively mandated to operate the HVSA, as a way to leverage private dollars with public dollars to enhance capacity to provide home visiting services. This cannot occur without state dollars.

What are the consequences of not funding this package?

Home visiting services associated with the HVSA would not be administered to Washington's most vulnerable children and parents. Private match would not be available.

What is the relationship, if any, to the state's capital budget?

None.

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

Agency: 357 Department of Early Learning**Decision Package Code/Title:** HV Maintain Home Visitation Funding

No statutory or rules changes would be required. The contract with Thrive By Five Washington would be renewed.

Expenditure and revenue calculations and assumptions

Personal Service Contracts: \$200,000 each year in FY2012 and FY2013, to continue contracting with the private-public partnership established in chapter 43.215 RCW (Thrive By Five Washington) for the further home visitation.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

This request is for ongoing funding of \$200,000 per fiscal year for the further home visiting contracts.

<u>Object Detail</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
C Personal Service Contracts	200,000	200,000	400,000

Agency: 357 Department of Early Learning

Decision Package Code/Title: RL Reach Out and Read

Budget Period: 2011-13

Budget Level: M1 - Mandatory Caseload and Enrollment Changes

Recommendation Summary Text:

This request seeks to maintain \$150,000 in Reach Out and Read funding that was appropriated in the 2010 supplemental operating budget for fiscal year 2011. This request is to continue the \$150,000 appropriation for each fiscal year in Biennium 2011-13.

Fiscal Detail

Operating Expenditures	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
001-1 General Fund - Basic Account-State	150,000	150,000	300,000
Total Cost	150,000	150,000	300,000

Package Description:

In the 2010 supplemental operating budget, \$150,000 was appropriated to the Department of Early Learning (DEL) for fiscal year 2011 to contract with Reach Out and Read Washington State (ROR) for services that promote early literacy by giving new books to children and advice to parents about the importance of reading. These funds did not become part of DEL's carry forward budget for Biennium 2011-13.

This request is to continue the \$150,000 appropriation for each fiscal year in Biennium 2011-13.

Narrative Justification and Impact Statement*What specific performance outcomes does the agency expect?*

ROR will support an evidence-based program that helps children be ready for success in school by partnering with doctors to "prescribe" books and encourage families to read together.

Research shows that ROR improves the home literacy environment and developmental outcomes for children growing up in poverty.

Peer-reviewed medical literature indicates that when families participate in ROR:

--Parents have more positive attitudes towards books and reading to their children;

--Parents read to their children more often; and

Agency: **357 Department of Early Learning**Decision Package Code/Title: **RL Reach Out and Read**

--Children show significant improvement in expressive and receptive language

Performance Measure Detail

Activity:

Incremental Changes

No measures submitted for package

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

Yes. ROR promotes early literacy and fits within DEL's first strategic goal: Provide High Quality, Safe and Healthy Early Care & Education Opportunities for All Children.

Does this decision package provide essential support to one of the Governor's priorities?

Yes, it supports two priorities:

- Improve student achievement in elementary, middle and high schools
- Improve the security of Washington's vulnerable children and adults

Does this decision package make key contributions to statewide results? Would it rate as a high priority in the Priorities of Government process?

Yes, evidenced-based early literacy programs have been proven to increase school readiness.

What are the other important connections or impacts related to this proposal?

The ROR appropriation had support from a wide range of early learning advocates in the 2010 Legislative Session.

What alternatives were explored by the agency, and why was this alternative chosen?

ROR is cost-effective because service delivery is in existing health care provider settings. The only program costs are the books and minimal training for health care provider office staff. The program constitutes the least expensive alternative to deliver this service. Also, nearly all children age birth to five come in contact with this program through regular well-child visits to their health care provider.

DEL's contractor, Reach Out and Read Washington State, partners with doctors and nurses statewide to increase exposure to books and reading as it has been proven to greatly increase a child's chance for healthy development and school success.

ROR is currently serving:

- 104 medical practice locations with more than 640 medical providers participating
- 24 counties with programs
- More than 48,000 books "prescribed" in the past 6 months

What are the consequences of not funding this package?

Agency: 357 Department of Early Learning**Decision Package Code/Title:** RL Reach Out and Read

ROR is currently the only state-funded early literacy program. If ROR is not funded in the next biennium, the providers, parents and children will not be served and Washington will not be funding early literacy programs.

What is the relationship, if any, to the state's capital budget?

None.

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

No statutory or rules changes would be required. The contract with Reach Out and Read Washington State would be renewed.

Expenditure and revenue calculations and assumptions

Personal Service Contracts: \$150,000 each year in FY2012 and FY2013, to continue contracting with Reach Out and Read Washington State for services that promote early literacy.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

This request is for ongoing funding of \$150,000 per fiscal year.

<u>Object Detail</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
C Personal Service Contracts	150,000	150,000	300,000

Agency: 357 Department of Early Learning

Decision Package Code/Title: 9X Self Insurance Premium

Budget Period: 2011-13

Budget Level: M2 - Inflation and Other Rate Changes

Recommendation Summary Text:

The Department of Early Learning (DEL) requests \$5,991,310 general fund-state in the 2011-2013 Biennium for the Self Insurance Premium per the Office of Financial Management (OFM). This decision package contributes to the agency's strategic plan by limiting and avoiding risk and adverse liability while carrying out its mission.

Increase of \$2,995,655 per year

Fiscal Detail

Operating Expenditures	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
001-1 General Fund - Basic Account-State	2,995,655	2,995,655	5,991,310
Total Cost	2,995,655	2,995,655	5,991,310

Package Description:

DEL requests an increase of \$5,991,310 GF-State in the 2011-2013 Biennium for the Self Insurance Premium budget estimated by Office Financial Management, Risk Management Division.

The Self-Insurance Premium provides coverage up to \$10 million for general and auto liability and related defense costs under the state's Self Insurance Liability Program. Premium is collected solely for the payment of tort claims, tort defense costs, and the purchase of commercial Excess Insurance coverage. Premium allocation is based on the state's outstanding tort liabilities as determined by an independent actuary and is based on a formula approved by the Office of Financial Management, Risk Management Division.

The Actuary used a formula that took into account the last six (6) years open exposures and paid losses.

1. Self-Insurance Premium History:

2007-2009 \$10,231,295

2009-2011 \$ 3,784,434

2011-2013 \$ 9,775,743

2. Past Agency Loss Trends

Open Claims (DEL and DSHS):

Agency: 357 Department of Early Learning**Decision Package Code/Title: 9X Self Insurance Premium**

Licensing Actions: 15
Motor Vehicle Accidents: 2
Civil Rights Actions: 2

Open Claims since DEL was created:
Licensing Actions: 5
Motor Vehicle Accidents: 2
Civil Rights Actions: 0

Claims for the period July 1, 2003 through June 30, 2010 are:

Licensing Actions
Number of Claims: 56
Number of claims closed: 41

Motor Vehicle Accidents
Number of Claims: 14
Number of claims closed: 12

Civil Rights Actions
Number of Claims: 4
Number of claims closed: 2

3 Future Agency Loss Trends.

DEL is committed to a strong risk management program and has recently completed an Enterprise Risk Management Plan. DEL has implemented a number of actions to reduce our risk:

Licensing Actions:

DEL has issued new policies and procedures guiding or mandating staff performance to mitigate risk. DEL Licensing Analysts review key performance criteria such as on time monitoring visits and complaint closures - currently on a weekly basis - and report their findings to management and administration of DEL. DEL licensors have received basic and civil investigations training, and are completing the third of four national level regulatory administration online Core Knowledge credentialing training. DEL licensors have substantially improved performance in on-time monitoring visits of licensed providers as measured by Government Management Accountability and Performance (GMAP).

Motor Vehicle Accidents:

DEL uses 35 assigned vehicles from the Department of General Administration. Staff drive more than 314,000 miles per year with these vehicles, and put additional miles on private vehicles. Even with the extensive number of miles driven the number of accidents is minimal. Employees are required once a year to provide proof of a legal drivers license and the policy requires they inform management if they lose their license. Even with a driving program, it is anticipated that that auto accidents will continue to be a source of loss.

Civil Rights Actions

To help minimize civil rights actions, DEL provides training for supervisors (Employee Performance Management training, general and specific supervisory training, Collective Bargaining Agreement training), requires new managers to attend the Department of Personnel Basics of Supervision Classes, implemented new and updated human resource policies and procedures, require that all supervisors complete employee evaluation annually (in 2009 100% of all employees had a timely annual review), provide direct HR consulting to employees and supervisors, and hold managers accountable. In addition, DEL works collaboratively with the Washington Federation

Agency: **357 Department of Early Learning**Decision Package Code/Title: **9X Self Insurance Premium**

of State Employees (WFSE) to resolve employee issues and grievances. Even with this strong program, employee-related losses will continue to be a factor for future loss.

Narrative Justification and Impact Statement

What specific performance outcomes does the agency expect?

This decision package contributes to the agency's strategic plan by limiting and avoiding risk and adverse liability while carrying out its mission. This package does not link to a specific measure.

Performance Measure Detail

Activity:

Incremental Changes

No measures submitted for package

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

Yes, effective implementation of licensed care is essential to DEL's strategic plan. Licensing child care facilities is a high-risk industry and adequate insurance is required. The agency works hard to implement practices to ensure all children are in high-quality, safe environments that reduce the state's risk; however the element of risk is still present.

Does this decision package provide essential support to one of the Governor's priorities?

Yes, This request supports the priority of holding government accountable and encouraging agencies to look at their risks and implementing recommended changes.

Does this decision package make key contributions to statewide results? Would it rate as a high priority in the Priorities of Government process?

Yes. This request continues to the result to strengthen government's ability to achieve results efficiently and effectively.

What are the other important connections or impacts related to this proposal?

None.

What alternatives were explored by the agency, and why was this alternative chosen?

None.

What are the consequences of not funding this package?

State of Washington
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Agency: **357 Department of Early Learning**

Decision Package Code/Title: **9X Self Insurance Premium**

Programs and services would be reduced to absorb these fixed costs of doing business.

What is the relationship, if any, to the state's capital budget?

None.

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

None.

Expenditure and revenue calculations and assumptions

Goods and Services: \$2,995,655 each year in fiscal years 2012 and 2013.

OFM provided the amount for the Self Insurance Premium increase.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

The cost of the self insurance premium is on-going. The OFM Risk Management Division will determine the rate for future biennia.

<u>Object Detail</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
E Goods And Services	2,995,655	2,995,655	5,991,310

Agency: **357 Department of Early Learning**Decision Package Code/Title: **AR Federal Expenditure Adjustment**Budget Period: **2011-13**Budget Level: **M1 - Mandatory Caseload and Enrollment Changes****Recommendation Summary Text:**

The Department of Early Learning (DEL) requests \$448,000 additional general fund-federal base funding authority and \$2,007,000 American Recovery and Reinvestment Act (ARRA) funding authority in Biennium 2011-13

Fiscal Detail

Operating Expenditures	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
001-2 General Fund - Basic Account-Federal	224,000	224,000	448,000
001-8 General Fund - Basic Account-Federal Stimulus	1,585,000	422,000	2,007,000
Total Cost	1,809,000	646,000	2,455,000

Revenue

<u>Fund</u>	<u>Source</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
001 General Fund	0384 Dept of Education	1,224,000	224,000	1,448,000
001 General Fund	0393 Health & Human Svc	585,000	422,000	1,007,000
Total Revenue		1,809,000	646,000	2,455,000

Package Description:

When The Early Support for Infants and Toddlers (ESIT) program transferred to DEL, federal authority of \$8,425,000 was included in the DEL budget. The award for federal fiscal year 2010 (July 2010 through June 30, 2011) is \$8,548,340. DEL needs additional federal authority of \$124,000 to fully expend the ESIT federal grant. Additionally, the federal grant has small increases each year. To ensure the agency has adequate authority for the 2011-2013 biennium, an additional \$100,000 of authority for each year is requested.

The ARRA dollars for the ESIT program extend through September 2011. The carry forward process pulled out all ESIT ARRA dollars for the 2011-2013 biennium. Contracts and staff will incur ARRA dollars through September 30, 2011. DEL needs federal authority for three months to fully expend the federal ARRA dollars. DEL requests \$1,000,000.

DEL also requests an additional \$585,000 in FY12 and \$422,000 in FY13 in federal ARRA funding for expenditure of State Advisory Council (SAC) grant dollars awarded to the department in August 2010 by the federal Department of Health and Human Services.

Total request for this package is \$1,809,000 first year and \$646,000 for second year.

Agency: 357 Department of Early Learning

Decision Package Code/Title: AR Federal Expenditure Adjustment

Narrative Justification and Impact Statement*What specific performance outcomes does the agency expect?*

Federal authority is needed to fully expend the ESIT base and ARRA grant funds, as well as the new SAC award dollars.

Performance Measure Detail

Activity:

Incremental Changes

No measures submitted for package

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

This funding is essential to help families with young children with disabilities or developmental delays receive early intervention services. The SAC grant supports the development of a comprehensive early learning system in Washington as well as the services, programs and initiatives contained in the state Early Learning Plan.

Does this decision package provide essential support to one of the Governor's priorities?

Yes. ESIT ties in directly with the Governor's priority of "We must improve the health of Washingtonians and support and keep safe our children and adults who are unable to care for themselves." The population that is served by this federal grant is some of the state's most needy children. The SAC grant ties to the priority to improve student achievement by supporting the development of a quality early learning system by enhancing initiatives for early literacy and numeracy and professional development for early learning providers, among other early learning strategies.

Does this decision package make key contributions to statewide results? Would it rate as a high priority in the Priorities of Government process?

Yes. The ESIT grant program provides direct support to children and families where a child has special needs. The SAC grant contributes to the result of school-ready children through support of professional development of early learning and care providers.

What are the other important connections or impacts related to this proposal?

The SAC grant also provides critical support to the continued implementation of the WaKIDS kindergarten readiness pilot project and further implementation of the Washington Early Learning Benchmarks.

What alternatives were explored by the agency, and why was this alternative chosen?

None.

What are the consequences of not funding this package?

The state would under spend the federal grant.

Agency: **357 Department of Early Learning**Decision Package Code/Title: **AR Federal Expenditure Adjustment***What is the relationship, if any, to the state's capital budget?*

None.

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

None.

Expenditure and revenue calculations and assumptions

ESIT: \$1,224,000 in FY12, \$224,000 in FY13.

SAC: \$585,000 in FY12, \$422,000 in FY13.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

The ESIT request is for an on-going federal grant. The SAC request is one-time.

<u>Object Detail</u>		<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
E	Goods And Services	585,000	422,000	1,007,000
N	Grants, Benefits & Client Services	1,224,000	224,000	1,448,000
Total Objects		1,809,000	646,000	2,455,000

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Agency: 357 Department of Early Learning
Decision Package Code/Title: BA Balance FTE and General Fund-State

Budget Period: 2011-13
Budget Level: M2 - Inflation and Other Rate Changes

Recommendation Summary Text:

The DEL 2011-13 carry forward level FTE authorization shows 213.8 for fiscal year 2012 and 207.0 for fiscal year 2013. This is a request to equalize the fiscal year authorization at 210.4 in each fiscal year at maintenance level, by subtracting 3.4 FTE from the 2012 authorization and adding 3.4 FTE to the 2013 authorization. This request also balances general fund-state dollars between fiscal years by subtracting \$134,500 from fiscal year 2012 and adding \$134,500 to fiscal year 2013.

Fiscal Detail

Operating Expenditures	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
001-1 General Fund - Basic Account-State	(134,500)	134,500	0
Total Cost	(134,500)	134,500	
Staffing	<u>FY 2012</u>	<u>FY 2013</u>	<u>Annual Average</u>
FTEs	-3.4	3.4	.0

Package Description:

The 2011-13 carry forward level FTE authorization for the Department of Early Learning (DEL) has 213.8 FTE authorized for fiscal year 2012 and 207.0 for fiscal year 2013. This is a request to equalize the fiscal year authorization at 210.4 in each fiscal year at maintenance level, by subtracting 3.4 FTE from the 2012 authorization and adding 3.4 FTE to the 2013 authorization. This is also a request to balances general fund-state dollars between fiscal years by subtracting \$134,500 from fiscal year 2012 and adding \$134,500 to fiscal year 2013.

The current FTE and general fund-state dollar authorization creates an imbalance between the FTE and general fund-state resources available to meet the agency's maintenance level workload responsibilities each fiscal year in biennium 2011-13. This request would put the resources and workload back in balance between the two years.

Narrative Justification and Impact Statement*What specific performance outcomes does the agency expect?*

This request would enhance operational efficiency by providing for an equal number of authorized FTE and general fund-state dollars available to meet agency maintenance level workload requirements each fiscal year in biennium 2011-13. Having more authorized FTE and dollars in FY12 and fewer in FY13 available to accomplish the same maintenance level workload requirements would be less

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Agency: 357 Department of Early Learning
Decision Package Code/Title: BA Balance FTE and General Fund-State

efficient than having the same levels authorized each fiscal year.

Performance Measure Detail**Activity:****Incremental Changes**

No measures submitted for package

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

This is a technical correction to balance the agency FTE and general fund-state appropriations between fiscal years.

Does this decision package provide essential support to one of the Governor's priorities?

This decision package supports the priority to strengthen government's ability to achieve results efficiently and effectively.

Does this decision package make key contributions to statewide results? Would it rate as a high priority in the Priorities of Government process?

This is a technical correction to balance the agency FTE authorization and general fund state appropriations between fiscal years.

What are the other important connections or impacts related to this proposal?

None.

What alternatives were explored by the agency, and why was this alternative chosen?

None.

What are the consequences of not funding this package?

This request does not require any additional funding.

What is the relationship, if any, to the state's capital budget?

None.

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

None.

Agency: 357 Department of Early Learning
Decision Package Code/Title: BA Balance FTE and General Fund-State

Expenditure and revenue calculations and assumptions

FTE: -3.4 in fiscal year 2012, 3.4 FTE in fiscal year 2013. This will equalize the agency FTE authorization at 210.4 each fiscal year ($213.8 - 3.4 = 210.4$ in fiscal 2012, $207.0 + 3.4 = 210.4$ in fiscal 2013).

Goods and Services: -\$134,500 in fiscal year 2012, \$134,500 in fiscal year 2013.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

This is a one-time balancing of FTE and general fund state between fiscal years.

<u>Object Detail</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
E Goods And Services	(134,500)	134,500	0

Agency Budget Request Decision Package Summary**(Lists only the agency Performance Level budget decision packages, in priority order)****Agency: 357 Department of Early Learning**9/15/2010
11:29:58AM**Budget Period: 2011-13**

Decision Package	
Code	Decision Package Title
PL-RK	WaKIDS: Kindergarten Assessment

Agency: 357 Department of Early Learning
Decision Package Code/Title: RK WaKIDS: Kindergarten Assessment

Budget Period: 2011-13
Budget Level: PL - Performance Level

Recommendation Summary Text:

The Department of Early Learning (DEL) was charged with creating a statewide early learning system that supports school readiness for all children. Currently, Washington has no consistent, statewide information about a child's development or learning until third grade. Research shows that this is too late in a child's education to deliver cost-effective interventions.

The Washington Kindergarten Inventory of Developing Skills (WaKIDS) is currently being piloted in 54 school districts to 3,000 incoming kindergarten students statewide by DEL and the Office of Superintendent of Public Instruction (OSPI). This proposal will expand the voluntary pilot project by 1) phasing in WaKIDS to a portion of the 219 highest-poverty schools that receive state-funded full-day kindergarten and 2) continuing to serve the 120 classrooms served in 2010-11 that wish to continue to participate in WaKIDS. In addition, other schools/school districts may voluntarily participate in WaKIDS by using district Title I or other local monies.

Fiscal Detail

Operating Expenditures	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
001-1 General Fund - Basic Account-State	1,655,834	1,639,434	3,295,268
Total Cost	1,655,834	1,639,434	3,295,268
Staffing	<u>FY 2012</u>	<u>FY 2013</u>	<u>Annual Average</u>
FTEs	2.0	2.0	2.0

Package Description:

We are mindful of our state's current economic condition, and this is DEL's sole performance level budget request. WaKIDS is a mission critical budget request for DEL and OSPI. Additionally, kindergarten assessment is one of Governor Gregoire's educational priorities to transform government and is the first of four education reform goals established by the Quality Education Council (QEC). Finally, this request requires that both agencies redirect some funding to support this effort, and seek private and foundational support.

BACKGROUND:

The 2009 Legislature appropriated \$100,000 general fund-state to DEL to develop and pilot a kindergarten inventory of developing skills, in collaboration with OSPI. The primary aim of the pilot was to test different tools and processes in order to recommend the best supports to ensure each child successfully transitions from early learning to K-12.

DEL, OSPI and Thrive by Five Washington coordinated resources to create WaKIDS, a voluntary pilot program that brings families, teachers and early learning providers together to support each child's learning. The partners leveraged the state funds and raised

Agency: 357 Department of Early Learning

Decision Package Code/Title: RK WaKIDS: Kindergarten Assessment

\$713,000 from the Bill & Melinda Gates Foundation and \$25,000 from Thrive by Five to expand the pilot. The pilot is occurring during the 2010-2011 school year in 120 classrooms statewide with 3,000 kindergarteners.

WaKIDS was developed in collaboration with teachers and principals, early care and education providers, parents, representatives from Washington's tribal communities, and other interested stakeholders. School districts were invited to participate in May 2010, and schools were selected to ensure a demographically representative sample of students around the state. More than twice the number of schools applied as there was money to support, indicating a good deal of interest in this initiative.

In an effort to capture the most comprehensive and accurate representation of each child's development upon kindergarten entry, the WaKIDS pilot gathers data from three key sources:

KINDERGARTEN INVENTORY: In the fall, kindergarten teachers will complete a formal inventory/assessment focusing on the development of the whole child, including social and emotional, physical, cognitive and linguistic skills. Teachers will receive specialized training on their inventory/assessment tool, and receive compensation for their training and preparation.

EARLY LEARNING COLLABORATION: Early learning providers and kindergarten teachers will meet throughout the school year to develop strategies and schedules to collaborate and share information to better prepare students for kindergarten readiness in their early learning environments.

FAMILY CONNECTION: Before school starts, kindergarten teachers will meet with families to identify each student's strengths and needs and ensure each feels welcome at their elementary school.

DEL and OSPI will submit a report to the Legislature in January 2011.

NEXT STEPS:

Despite the funding challenges, the WaKIDS pilot moved forward for the 2010-11 school year. By the end of the fall of 2010, parents, teachers and state leaders will have an evidence-based definition of kindergarten readiness and an estimate of how Washington kindergartners are prepared for those expectations. This information will prove valuable to informing instruction in kindergarten classrooms and in subsequent grades. It will maximize early learning investments by providing early learning professionals with a deeper understanding of the kindergarten transition and empowering parents to interact with their child's teacher. WaKIDS data will be used by state leaders on the Quality Education Council to assess Washington's performance on the first of four identified P-20 education goals: students enter kindergarten prepared for success. Kindergarten assessment is called for in Washington Learns and is one of Governor Gregoire's priorities to transform education.

Moving forward, DEL, in partnership with OSPI, proposes to expand the voluntary WaKIDS pilot into schools with the highest poverty levels currently served with state-funded full-day kindergarten in conjunction with RCW 28A.150.315 (defined as those schools with the highest percentages of students qualifying for free and reduced-price lunch support in the prior school year). 219 schools qualify for voluntary full-day kindergarten. Classrooms participating in the 2010-11 WaKIDS pilot would be invited to continue to participate in the WaKIDS pilot. In addition, all schools will be invited to participate if they cover the costs with district funds.

In partnership with OSPI, DEL is requesting support for WaKIDS to:

- Provide training and support to all kindergarten teachers on administering the assessment and an incentive bonus of \$250 for each teacher who participates in the pilot.
- Coordinate parent-teacher meetings and administer parent questionnaires to evaluate parents' experience with in-home or community-based meetings with kindergarten teachers and assess parents' involvement in children's kindergarten experiences.
- Coordinate early learning professional/teacher meetings and administer a questionnaire to evaluate early learning professionals' experience with kindergarten transition and how the assessment information has informed instruction in early learning environments.
- Analyze and disseminate qualitative results.

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Decision Package Code/Title: RK WaKIDS: Kindergarten Assessment

-- Assist with analysis of quantitative results.

Narrative Justification and Impact Statement

What specific performance outcomes does the agency expect?

Washington will have a consistent, common, accurate measurement of kindergarten readiness for the first time. WaKIDS will promote data-driven decision making and quality improvement- for the early learning classroom, kindergarten classroom and the home of the child. It will empower parents and educators with the information, support and time they need to understand and encourage each child's development. This information will also maximize PreK- third grade investments by having a clearer understanding of where children are, what supports the system requires, and what interventions pay the highest dividends immediately and in the long term.

Once WaKIDS is established as a reliable data source, DEL will add WaKIDS data to DEL's agency Activity Inventory, Priorities of Government, and GMAP indicators.

In addition, WaKIDS will serve as the baseline for children's achievement in the K-12 system. By design, WaKIDS is fostering "ready schools" by creating a partnership among the child's parents, kindergarten teachers and early learning providers.

Performance Measure Detail

Activity:

Incremental Changes

No measures submitted for package

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

Yes, WaKIDS promotes all four DEL strategic goals:

- Provide High Quality, Safe and Healthy Early Care & Education Opportunities for All Children.
- Partner with and Inform Parents, Families and Communities about Early Learning.
- Promote Excellence and Hold System Accountable for Results.
- Support Early Learning Professionals with Professional Development and Technical Assistance.

Does this decision package provide essential support to one of the Governor's priorities?

Yes, WaKIDS supports three of the Governor's priorities:

- Improve student achievement in elementary, middle and high schools
- Improve the security of Washington's vulnerable children and adults
- Strengthen government's ability to achieve results efficiently and effectively

In addition, it serves as the measure of the first of four education reform goals for our state.

Does this decision package make key contributions to statewide results? Would it rate as a high priority in the Priorities of Government process?

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Decision Package Code/Title: RK WaKIDS: Kindergarten Assessment

Yes, WaKIDS will promote school readiness, maximize PreK- third grade investments by informing early learning and kindergarten instruction, informing and engaging parents, and promoting data-driven decision making in K-12 classrooms.

What are the other important connections or impacts related to this proposal?

The first goal outlined in the Quality Education Council's draft education reform plan is to ensure that all kindergartners are ready for success, demonstrated by a reliable and accurate kindergarten readiness assessment. WaKIDS was a one-time investment and unless further investments are made, the pilot will not continue. Discontinuing the pilot would have ramifications for implementing P-20 education reform. Washington would continue to rely on 3rd grade outcome data as a baseline. As research shows, interventions after third grade are far less likely to impact child development and ultimately, school achievement. Additionally, longitudinal data on early learning investments would not be possible, leaving state leaders, parents, and educators unable to assess the value-add of early learning programs.

What alternatives were explored by the agency, and why was this alternative chosen?

WaKIDS was funded with state and private funding. This funding ends in June 2011. If additional funding is not appropriated, the pilot will not continue. WaKIDS cannot be funded by federal Child Care and Development fund dollars. Local school districts are facing budget shortfalls and have little or no flexible funding. It is necessary for the state to demonstrate a commitment to what many researchers argue is the most critical information in an education system.

What are the consequences of not funding this package?

There is no funding to continue the WaKIDS pilot beyond the 2010-11 school year. If funding is not appropriated in the 2011-13 biennium, the WaKIDS pilot will not continue and Washington will not have a consistent, accurate measurement of kindergarten readiness. This will have ramifications for early learning professionals, kindergarten teachers, parents, and state leaders who need this information to maximize investments and support the system in the most strategic manner.

What is the relationship, if any, to the state's capital budget?

None.

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

None.

Expenditure and revenue calculations and assumptions

Expenditure Summary:

FY2012: \$1,655,834

FY2013: \$1,639,434

Total: \$3,295,268

Expenditure Detail:

FTE, Salary and Benefits: 2.0 FTE costing \$139,632 in salaries and \$38,629 in benefits each year in FY12 and FY13, comprised of:

--1.0 FTE WMS2, \$78,000 salary, \$20,374 benefits, to oversee WaKIDS implementation, including all related contracts.

--1.0 FTE Research Investigator 2, \$61,632 salary, \$18,255 benefits, to analyze qualitative and quantitative data related to WaKIDS and

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Decision Package Code/Title: RK WaKIDS: Kindergarten Assessment

prepare relevant reports for distribution.

Goods and Services: \$162,107 each year in FY12 and FY13, comprised of:

--\$136,107 for purchasing the assessment instrument, assuming a unit cost of \$9 per child and 15,123 children receiving the assessment (\$9 x 15,123 = \$136,107).

--\$26,000 for standard goods and services, calculated at \$13,000 per FTE per fiscal year (2.0 FTE x \$13,000 = \$26,000). Standard goods and services include necessary supplies and materials, space and utilities, communications, routine printing and reproduction, routine attorney general services, employee development and training and mandatory state charges for Department of Personnel services and Department of General Administration public and historic facilities.

Travel: \$7,200 each year in FY12 and FY13, assuming the standard agency travel estimate of \$3,600 per FTE per fiscal year (2.0 FTE x \$3,600 = \$7,200).

Capital Outlay: A \$16,400 one-time expenditure in FY12 for office furniture and equipment for the WMS2 and Research Investigator.

Client Service Contracts: \$1,291,866 each year in FY12 and FY13 for a contract with the University of Washington to conduct teacher training, ensure quality control, distribute and analyze materials, and collect relevant data. University of Washington has been integral in the pilot process.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

All capital outlay costs in FY12 are assumed to be one-time costs. All other costs are assumed to be ongoing. In future biennia, the statewide expansion may continue. DEL would then request additional funding for WaKIDS.

<u>Object Detail</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>Total</u>
A Salaries And Wages	139,632	139,632	279,264
B Employee Benefits	38,629	38,629	77,258
E Goods And Services	162,107	162,107	324,214
G Travel	7,200	7,200	14,400
J Capital Outlays	16,400		16,400
N Grants, Benefits & Client Services	1,291,866	1,291,866	2,583,732
Total Objects	1,655,834	1,639,434	3,295,268

TAB D

Special Reports

State of Washington

Summarized Revenue by Account and Source

Budget Period: 2011-13

Dollars in thousands

357 - Department of Early Learning

Agency Level

01 - Biennial Agency Submission

Supporting Text Excluded

9/15/2010
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	Maintenance Level		Performance Level		Biennium Totals		Total
	FY2012	FY2013	FY2012	FY2013	FY2012	FY2013	
001 - General Fund							
0384 - Dept of Education - F	8,425	8,425					
AR - Federal Expenditure Adjustment	1,224	224					
Total - 0384 - Dept of Education - F	9,649	8,649			9,649	8,649	18,298
0393 - Health & Human Svc - F	112,166	112,166					
AR - Federal Expenditure Adjustment	585	422					
Total - 0393 - Health & Human Svc - F	112,751	112,588			112,751	112,588	225,339
001 - General Fund - Federal	122,400	121,237			122,400	121,237	243,637
Total - 001 - General Fund	122,400	121,237			122,400	121,237	243,637
357 - Department of Early Learning - Federal	122,400	121,237			122,400	121,237	243,637
Total - 357 - Department of Early Learning	122,400	121,237			122,400	121,237	243,637

Working Capital Reserve

Budget Period:

2011-13

Agency:

357 Department of Early Learning

Version:

01 Biennial Agency Submission

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		FUND ADMINISTRATOR AGENCY ONLY	FUND ADMINISTRATOR AGENCY ONLY
		RECOMMENDED ENDING FUND BALANCE	RECOMMENDED ENDING FUND BALANCE
FUND	FUND TITLE	Current Biennium	Ensuing Biennium
17B	Home Visiting Services Account	33,000	33,000

AGENCY	Code	Title
	357	Department of Early Learning

2011-13 Federal Funding Estimates Summary

DATE 9/15/2010

CFDA NO.*	Department of Early Learning	Federal Fiscal Year	State Fiscal Year	State Match Amounts
	Agency Total			
	FY 2010	129,582,559	129,582,559	6,245,000
	FY 2011	121,175,609	121,175,609	7,753,124
	FY 2012	122,298,123	122,298,123	7,614,000
	FY 2013	121,120,123	121,120,123	7,229,667
	Department of Health and Human Services			
93.575	Child Care and Development Block Grant (CCDBG)			
	FY 2010	35,992,666	35,992,666	0
	FY 2011	35,254,230	35,254,230	0
	FY 2012	35,254,230	35,254,230	0
	FY 2013	35,254,230	35,254,230	0
	Department of Health and Human Services			
93.596	Child Care and Development Block Grant (CCDBG)			
	FY 2010	76,614,893	76,614,893	6,200,000
	FY 2011	76,614,893	76,614,893	6,200,000
	FY 2012	76,614,893	76,614,893	6,200,000
	FY 2013	76,614,893	76,614,893	6,200,000
	Department of Health and Human Services			
93.600	Head Start State Collaboration Office			
	FY 2010	180,000	180,000	45,000
	FY 2011	180,000	180,000	45,000
	FY 2012	195,000	195,000	49,000
	FY 2013	180,000	180,000	45,000
	Department of Health and Human Services			
93.708	State Advisory Council Grant			
	FY 2010	0	0	0
	FY 2011	701,486	701,486	1,508,124
	FY 2012	585,000	585,000	1,365,000
	FY 2013	422,000	422,000	984,667
	Department of Education			
84.393				
	FY 2010	16,795,000	16,795,000	0
	FY 2011	8,425,000	8,425,000	0
	FY 2012	9,649,000	9,649,000	0
	FY 2013	8,649,000	8,649,000	0
* Catalog of Federal Domestic Assistance				

2010 Enterprise Risk Management and Safety Update

Agency: DEL

Section 3: 2010 Agency ERM Plans

Instructions: The list below is compiled from previous agency ERM plans. Agencies are not expected to be working on all of these areas at the same time; please check the 'Not Area of Focus' column if this is not a 2010 action item for your agency. Feel free to add other Action Plan items important to your agency. If you check 'Planned for 2010', please briefly describe what you will be doing, how it will reduce agency losses and estimate how much losses will be reduced.

Please email all four sections of the completed Update to Kimberly.Haggard@OFM.WA.GOV by noon on April 30, 2010.

Possible 2010 Action Items	2010 Action Item	Describe What You Plan To Do	Explain How you Will Measure Success of Expected Results	Estimate How Much This Will Reduce Losses (%)
<p>Ex. An agency decides to focus on tort claim losses in 2010. The losses were \$500,000 and were mostly due to traffic collisions. The plan is to give employees driver safety classes, and the estimated benefit is a 5% reduction in claim losses by year end. Success would be measured by meeting the anticipated reduction in 2010.</p> <p>Ex. An agency has a 12% increase in the number of public record requests it received in 2009, and paid \$250,000 in court-ordered fines due to disclosure delays. The plan is to create a centralized system operated by a public records officer, and the estimated benefit is to have no future fines – a 100% reduction. Success would be measured by having no fines in 2010.</p>				
Driver Safety		DEL has a Driver Safety Program. Policy 2.08 and Procedure 2.08A was updated effective March 1, 2010.	Measuring reported driving accidents and requiring staff involved in accidents to take driver safety classes.	
Worker Safety		Reduce ergonomic injuries. Make sure that workstation furniture is ergonomically set up.	Measure the number of on the job injuries.	
Employment Liability	✓	Provide supervisory training to all supervisors, including performance evaluation training.	Number of claims.	
Tort Claims and Lawsuits				
Data Security				
Emergency Management	✓	Update the COOP plan.		
Contract Policy and Procedure				

Public Records		Continue to provide training on records retention and public records requests.	Timely responses to public records request.	
Risk Assessment/Risk Register	✓	Risk Registry Completed		
Other				



COPY

STATE OF WASHINGTON

DEPARTMENT OF EARLY LEARNING

P.O. Box 40970, Olympia, Washington 98504-0970
(360) 725-4665 • FAX (360) 413-3482

August 30, 2010

Department of Information Services
Michael Ricchio, Deputy Director
Management & Oversight of Strategic Technologies
P.O. Box 42445
Olympia, WA 98504-2445

Subject: Letter of Compliance

Dear Mr. Ricchio:


The Department of Early Learning (DEL) hereby submits verification of our compliance with Information Services Board (ISB) policies and standards for Information Technology (IT) Portfolio Management, Security, and Disaster Recovery/Business Resumption. This letter is to verify annually that our agency has met these requirements.

During the previous year as an agency, DEL has updated the following for our agency the DEL IT Portfolio:

1. Established a biennial strategic vision as part of the agency strategic business plan for the agency's use of IT including strategies, goals, objectives, and performance measures.
2. Performed a comprehensive review of IT management and operations in conjunction with the agency budget and planning process.
3. Developed our IT portfolio, including plans, and information for the 2011-2013 biennium.
4. Reported our actual IT-related expenditures and inventory information for fiscal year 2010 into the IT Portfolio Management System.
5. Budgeted for IT-related expenditures and inventory information for fiscal years 2011, 2012 and 2013 in the IT Portfolio Management System.
6. Updated and tested the Department of Early Learning Disaster Recovery/Business Resumption Plan.
7. Updated the Department of Early Learning Information Technology Security Program. The Department of Early Learning completed our security audit on February 25, 2010 with full compliance.

I have personally reviewed our IT investment management, practices, and plans for compliance with ISB requirements. The Department of Early Learning will continue to refine its information technology policies, procedures and practices as they are the foundation of our Information Technology Portfolio, Security Program and Disaster Recovery Plan. Please contact, Corina McCleary (360) 725-4398 or James Minkler (360) 725-4393, if you have questions about our plans.

Sincerely,


Dr. Beth Hyde, Director
Department of Early Learning

